

City of Lynchburg – Inspections Division

City Hall, Second Floor, 900 Church Street, Lynchburg, VA (434) 455-3910 Fax (434) 845-7630

Construction Permit Application

CONTACT INFORMATION:

Date _____ Permit Requested By: _____

Mailing Address: _____

City _____ State _____ Zip _____ Phone _____

Email Address: _____

PROPERTY INFORMATION:

Parcel ID # (PIN) _____ Location of Property _____

Legal Owner of Property _____

PERMIT REQUEST:

Type Work to Be Done: ☐ New construction ☐ Addition ☐ Renovation ☐ Repair

Will Exterior be Affected: ☐ Yes ☐ No HUD: ☐ Yes ☐ No
(If yes, see Historic Preservation Committee –HPC)

Description of Work _____

Total Cost of Construction: \$ _____ Est. Date of Completion: ____ / ____ / ____

BUILDING DATA:

Building Area _____ Sq. Ft. Stories _____

Use _____ Type Construction _____

Additional Proposed: Floor Area _____ Height _____ Ft Stories _____ # Units _____

ZONING INFORMATION:

Zoning: _____ Lot Dimensions (front, left side, right side, rear) ____ / ____ / ____ Ft.

TRC Approval?: ☐ Yes Date: ____ / ____ / ____ Disturbed Area: _____ acres

Land Disturbing Permit Required: ☐ Yes ☐ No Permit #: _____ Date Issued: ____ / ____ / ____

CONTRACTOR INFORMATION: (see reverse side for owner builder information if applicable)

Contractor Name: _____ Phone: _____

Mechanics Lien Agent: _____ Address _____ Phone: _____

SUBCONTRACTOR INFORMATION:

Framing Contractor: _____ Phone: _____

Electrical Contractor: _____ Phone: _____

Plumbing Contractor: _____ Phone: _____

Mechanical Contractor: _____ Phone: _____

Owner Builder

I intend to carry out the work described in this permit application as an owner/ builder: ☐ Yes ☐ No

If you answered yes above, you must complete and sign an owner/builder affidavit. Attach a copy to this application.

§ 54.1-1103. Necessity for license

No person shall engage in or offer to engage in contracting work in the commonwealth unless he has been licensed under the provisions of this chapter. The Board may waive any provision of this chapter for Habitat for Humanity, its local affiliates or subsidiaries, and any other nonprofit organization exempt from taxation under

§ 501 © (3) in the Internal Revenue Code (28 U.S.C. § 501 (c) (3) for the purpose of construction single-family dwellings that will be given to or sold below the appraised value to low-income persons. Prior to a joint venture engaging in or offering to engage in contracting work in the Commonwealth (i) each contracting party of the joint venture shall be licensed under the provisions of this chapter or (ii) a license shall be obtained in the name of the joint venture under the provisions of this chapter.

A Class C license is required when the total value referred to in a single contract or project is no more than \$10,000 or the total value of all such water, well, or landscape irrigation contracts undertaken within any twelve-month period is no more than \$120,000;

A Class B license is required when the total value referred to in a single contract is \$10,000 or more, but less than \$120,000, or the total value of all such water, well, or landscape irrigation contracts undertaken within any twelve-month period is \$150,000 or more, but less than \$750,000; and

A Class A license is required when the total value referred to in a single contract or project is \$120,000 or more, or when the total value of all such water, well, or landscape irrigation contracts undertaken within any twelve-month period is \$750,000 or more.

I, (print name) _____ do, hereby certify and acknowledge that I understand and will comply with the requirements of chapter 11. Article 1, Section 54.101103 of the Code of Virginia, shown above. I do understand that any changes to this application or to a permit issued from these applications must be reported to the Building Official within two (2) working days of the change. Any acts prohibited by Section 54.1-1115 shall constitute the commission of a Class 1 Misdemeanor.

Signature: _____ **Date:** _____

§ 54.1-1115. Prohibited Acts

A. The following acts are prohibited and shall constitute the commission of a Class 1 Misdemeanor

1. Contracting for, or bidding upon the construction, removal, repair or improvements to or upon real property owned, controlled or leased by another person without a license or certificate.
2. Attempting to practice contracting in the Commonwealth except as provided for in this chapter.
3. Presenting or attempting to use the license or certificate of another.
4. Giving false or forged evidence of any kind to the Board or any member thereof in an application for the issuance or renewal of a license or certificate.
5. Impersonating another or using an expired or revoked license or certificate.
6. Receiving or considering as the awarding authority a bid from anyone not properly licensed or certified under this chapter. The awarding authority shall require a bidder to submit his license or certificate number prior to considering a bid.

B. Any person who undertakes work without any valid Virginia contractor's license or certificate when a license or certificate is required by this chapter shall be fined an amount not to exceed \$500 per day for each day that such person is in violation, in addition to the authorized penalties for the commission of a Class 1 Misdemeanor.

C. No person shall be entitled to assert the lack of licensure or certification as required by this chapter as a defense to any action at a law or suit in equity if the party who seeks to recover from such person gives substantial performance within the terms of the contract in good faith and without actual knowledge of the licensure or certification requirements of this chapter.

Failure to renew a license or certificate issued in accordance with this chapter shall create a rebuttable presumption of actual knowledge of such licensing or certification requirements.

Erosion & Sediment Control/Zoning Information

I understand that in lieu of submission of an Erosion & Sediment Control Plan for a single-family home (or addition), I agree to comply with the City of Lynchburg's Erosion & Sediment Control Ordinance.

Print Name

Signature

Proposed Building and Property Drawing

- Draw the property; Lot boundaries, adjacent streets, etc.
- Draw the location of the proposed structure, and all other existing structures and buildings on the property.
- Write the distances from the proposed structure to the property lines, other structures, streets, etc.
- Draw all Erosion & Sediment Control measures on the parcel. Which way does land slope?
- Provide distance to closest storm inlet.
- Provide location of bathroom facilities.
- Provide location of onsite storage and describe materials.

A large grid of graph paper, consisting of 20 columns and 30 rows of small squares, intended for drawing the property and structures.

Note: All Erosion & Sediment Control measures must be in place prior to Zoning Setback inspection.